

**BREWSTER-SOUTHEAST JOINT FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
MEETING MINUTES
MAY 13TH, 2020**

ATTENDANCE:

COMMISSIONERS:

John Klosowski
A. Gerald Schramek
Steven Kaufman
Kenneth W. Clair, Jr.
Martin P. Miller

District Secretary, Mia Tagliaferro
District Treasurer Margaret (Meg) Miller
Jeff Bergstrom, President of Brewster Fire Department
Chief Michael Bizzaro
2nd Assistant Chief Michael Miller
Graig Gonert

MEETING CALLED TO ORDER

Meeting called to order at 7:00PM

PUBLIC COMMENT

Public comment was offered and no such comment was made.

APPROVAL OF MEETING MINUTES

A Motion was made to approve the minutes of April 8th, 2020 by Commissioner Schramek, 2nd by Commissioner Clair.
Motion carried 5-0.

ACCEPTANCE OF BILLS/VOUCHERS

All bills and vouchers were reviewed. A motion to approve the bills and vouchers was made by Commissioner Miller, 2nd by Commissioner Schramek.
Motion carried unanimously.

GYM REIMBURSEMENT

Discussion regarding Gym Reimbursement during the COVID-19 pandemic. Certain members have asked if they can be reimbursed for half the cost of the subscription for the peloton machine since gym facilities have been temporarily closed due to the virus. If members are asking for reimbursement of monthly subscription, they will need to provide the monthly receipt and will only be reimbursed \$20, and ONLY until the gyms reopen. Commissioner Klosowski made a motion to reimburse members \$20 for monthly subscription for peloton machine, only while gym facilities are closed, 2nd by Commissioner Kaufman.
Motion carried 5-0.

CORRESPONDENCE

All correspondence was read by Mia Tagliaferro, District Secretary.

FACILITIES

Joe Dexter has working on lights. The siren is repaired and is ringing again. Several parts of the siren are being rebuilt/replaced since the siren is 30 years old.

Cleaner has been coming 3 times a week. Commissioner Klosowski asks the Chiefs if there is a procedure in place for sanitizing and cleaning rigs after runs. The chiefs will put a procedure in place.

COMPUTER/COMMUNICATIONS/RADIOS

The Sticker fobs came in, everything is working well. 50 of the duplicate fobs were ordered and 100 of the fobs that have their own identity.

FIRE AND EMS EQUIPMENT

Chief Bizzaro placed order for the bail out systems and will provide an invoice once received. Budget is coming up in August so the Chiefs will start getting a list of equipment needed together for the budget.

FIRE ROADS

No progress has been made.

FIRE PREVENTION

Nothing to report.

INSURANCE CLAIMS/VFBL

The insurance claim for 11-5-1 has been submitted and after discussion with insurance company, we are being reimbursed for \$6,000 claim except for the \$500 deductible.

LEGAL CONTACT/REPORTS

Michael Liguori stated that the contact at AIG Realty has acknowledged receipt of the correspondence regarding the Milltown property. Discussion regarding tax bill for the property and the Board's liability to pay the taxes. A motion to authorize Michael Liguori to obtain an opinion of a broker as to value, cost estimate is about \$250 by Commissioner Klosowski, 2nd by Commissioner Schramek. Motion carried 5-0.

LOSAP

LOSAP paperwork has been submitted and is all current. Everyone should have received their checks and as of June they will see their adjustments. Steve will send emails out to members.

OSHA MANDATES

Everything is up to date. Commissioner Clair will put in a request for fitment of large masks

VEHICLE MAINTENANCE

Vehicle	B e g i n n i n g Mileage	Ending Mileage	Total Monthly Mileage	Work Performed
11-1-1	63,993	64,361	368	
11-1-2	38,498	39136	638	
11-1-3	39,311	39661	350	

11-1-2 is due for maintenance

Asst. Chief Miller's winter tires need to be taken off and replaced with summer tires.

The following have been serviced and inspected:

11-4-1

11-2-3

11-6-1

11-5-1 waiting on parts

11-2-2 is due in July

11-4-2 due for inspection

11-2-5 may be back tomorrow.

11-8-4 is due for an inspection and needs a siren, which has been ordered.

Discussion regarding condition of 11-2-5.

RECRUITMENT AND RETENTION

Nothing to report.

CHIEF'S REPORT

Last month there were 117 EMS calls, 94 were covered by BLS 11, 23 calls were available for volunteers, they covered 14 of those calls, 9 went mutual aid.

The invoice for the radio grant from the county was sent to Commissioner Clair.

The grant for the portable radios were \$322 per department.

The new multi gas meters cannot be calibrated since we do not have the proper calibration gas or the gauge. One is out of service due to it not being calibrated. The Chief would like to purchase 2 kits and a module that will self-calibrate.

The chief has been allowing members to participate in the birthday runs with Lisi's. They are accruing work detail points and drivers have been receiving driving credit. Lisi's will stop doing the birthday runs on June 13th. All members have been wearing proper PPE (masks, gloves, etc.) and no members get out of the trucks

or interact with the public aside from waving inside the trucks during the drive by.

EMS

Discussion regarding separation and isolation of stand by crews for safety due to COVID 19.

FUTURE CAPITAL PROJECTS

Nothing to report

GRANTS

Commissioner Schramek has been in contact with the senator's office regarding both Grants. We will likely get the compressor before we get the ATV.

A lot of PPE has been donated to the District from Home Depot.

Commissioner Schramek has also been working with the Lyons Club in regard to possibly receiving a Clorox Pro Total 360 System for decontamination. If received, the District would be more than willing to share with surrounding departments and the Bureau of Emergency Services.

TRAVEL AND TRAINING

Nothing to report.

ADP PAYROLL

Payroll has been going well. There is still the outstanding overpayment last year for the District Secretary and the Treasurer.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

Two quotes were received from Lyons Development for the ceiling tiles in the amount of \$78,364.74 which includes 19ft scissor lift, scaffolding, remove all fiber glass insulation, remove ceiling grid and tile, remove insulation, spray foam, installation of steel grid and ceiling tiles.

For new tile and new insulation: 19ft scissor lift, replace ceiling tiles with upgraded new ceiling tiles, remove old fiber glass insulation, put new fiber glass insulation in and remove all debris for a total of \$53,023.74. Quotes will be held for discussion during budget meeting.

Uniform patches have been left for Commissioners. Commissioner Miller needs a uniform badge and a collar brass, Commissioner Klosowski will order for him.

Commissioner Schramek made a motion to move into Executive Session, 2nd by Commissioner Klosowski, motion carried 5-0. Executive session at 8:35PM.

Regular meeting resumed at 8:54PM.

A motion to set the salary for 2019, for the District Secretary, Mia Tagliaferro, retroactive for one year, for the amount of \$5,529.00 was made by Commissioner Schramek, 2nd by Commissioner Miller. Motion carried 5-0.

A motion to set the salary for 2019, for the District Treasurer, Meg Miller, retroactive for one year, for the amount of \$12,155 was made by Commissoenr Schramek, 2nd by Commissioner Clair. Motion carried 5-0.

MEETING ADJOURNED

A Motion to adjourn was made by Commissioner Clair, 2nd by Commissioner Miller. Motion carried 5-0. Meeting adjourned at 8:56PM.

Respectfully submitted:

Mia Tagliaferro
District Secretary